

Joint Committee on Corrections

Information for Legislative Institutional Visits

Facility Name: Tipton Correctional Center			
Custody Level	Minimum	Warden	Douglas J. Prudden
Total Acreage	160	Address	619 N. Osage Ave.
Acreage w/in Perimeter	40		Tipton, MO 65081
Square Footage	320,000	Telephone:	660-433-2031
Year Opened	1916 & 1996	Fax:	660-433-2613
Operational Capacity/Count (as of December 1, 2014)	1222 1206		
General Population Beds (capacity and count as of December 1, 2014)	1124 1117	Deputy Warden	Cybelle Webber, DWOM
Segregation Beds (capacity and count as of December 1, 2014)	98 89	Deputy Warden	Tim Burris, DWO
Treatment Beds (capacity and count as of December 1, 2014)	0	Asst. Warden	Cheryl Scherer
Work Cadre Beds (capacity and count as of December 1, 2014)	Work Release 112 110	Asst. Warden	
Diagnostic Beds (capacity and count as of December 1, 2014)	0	Major	John Shipman
Protective Custody Beds (capacity and count as of December 1, 2014)	0		

1. Capital Improvement Needs:

- a. How would you rate the overall condition of the physical plant of the institution?

The overall condition of the physical plant of the institution is fair. All of our systems are working at this time, however; the Del-Norte fence alarm and the Siemens Building Management system (BMS) are obsolete, making replacement or repair parts for these systems hard to find.

- b. What capital improvement projects do you foresee at this facility over the next six years?

Replace Perimeter Fence Security System – No parts are available for the Del Norte system currently in use. Replacement of this system is needed to enhance institutional security.

New Roof, Gutters, and Fascia on Buildings 1, 2, 3, 26, and 27 – The shingled roofs are in excess of 25 years old and have failed to remain watertight, resulting in damaged roof, decking, rotted soffits and fascia, rusted vents and guttering.

New Windows in Buildings 1, 2, 3, 26, and 27 – The existing windows are aged. They are no longer weather tight resulting in huge energy loss and uncomfortable living conditions.

New Air Handlers for HU 11-18 (16 total) – They have exceeded their life expectancy.

1. Capital Improvement Needs: (continued)

Replace chillers – The existing chillers have exceeded their life expectancy. Numerous compressor losses, high maintenance costs, and lack of cooling ability make these a candidate for replacement.

Building Management System – Current system is outdated and can't be used effectively.

Run Steam Heating Loop to HU's 11-18 – This would save money as the boilers are oversized and need a load to operate.

c. How critical do you believe those projects are to the long-term sustainability of this facility? All of the above listed items are critical to keeping this institution running. Our Del Norte fence system is currently working, but it is a constant struggle to keep it running. Buildings 1, 2, 3, 26 and 27 received an electrical and fire alarm upgrade, but the roofs and windows are in desperate need of replacement. Our air handlers, chillers, and BAS system have exceeded their life span. With the age of our units, repair costs keep going up.

2. Staffing:

a. Do you have any critical staff shortages?

The facility operates with minimal staffing at all times. However, we have no critical shortages at this time.

b. What is your average vacancy rate for all staff and for custody staff only?

All Staff – Less than 1%; Custody Staff – 9.3%.

c. Does staff accrual or usage of comp-time by staff effect your management of the institution?

Yes. Accrual of comp time is a constant concern for management. It is frequently unavoidable to accrue comp time due to the facility having only minimal staffing.

d. What is the process for assigning overtime to staff?

Volunteers are sought first. If sufficient volunteers are not found, then staff are assigned by the use of a seniority based overtime list.

e. Approximately what percentage of the comp-time accrued at this institution does staff utilize as time off and what percentage is paid-off?

Approximately 76% of comp time accrued is paid off; 24% is used.

f. Is staff able to utilize accrued comp-time when they choose?

Yes. However, comp time must be scheduled in advance, like vacation time.

3. Education Services:

a. How many (and %) of inmate students at this institution are currently enrolled in school?

Current enrollment is 249 students out of 282 available E-2 through E-5; which is 88%.

b. How many (and %) of inmate students earn their HSE each year in this institution?

For last year ending June 30, 2014 there were 118 GED/HSE out of 698 students enrolled; which is 17%.

3. Education Services: (continued)

c. What are some of the problems faced by offenders who enroll in education programs?

Many were special education as children and young adults. Many still have learning problems and carry with them failures from past educational experiences. A large number battle alcohol and drug addictions and suffer from brain injuries. Their self esteem and self confidence is low.

4. Substance Abuse Services:

- a. What substance abuse treatment or education programs does this institution have?

TCC has Alcoholics Anonymous, Narcotics Anonymous, and Celebrate Recovery. These are educational programs.

- b. How many beds are allocated to those programs?

NONE

- c. How many offenders do those programs serve each year?

Approximately 150 to 200 offenders.

- d. What percent of offenders successfully complete those programs?

These are on-going programs with no completion dates.

- e. What, in your opinion, is the biggest challenge to running a treatment program in a prison setting?

TCC does not have a substance abuse treatment program.

5. Vocational Programs:

- a. What types of vocational education programs are offered at this institution?

TCC offers Graphic Arts and Computer Business Education also known as Web Design. It began the first of April 2014. Prior to that, TCC had Computer Servicing. In November 2014 a volunteer basic computer literacy class funded by a grant was started.

- b. How many offenders (and %) participate in these programs each year?

So far this year since April 2014, there have been 32 participate in Web Design.

- c. Do the programs lead to the award of a certificate? Yes – Department of Labor

- d. Do you offer any training related to computer skills?

Both classes (Web Design and Volunteer Literacy) involve detailed specific computer skills.

6. Missouri Vocational Enterprises:

- a. What products are manufactured at this institution?

We have three basic product lines produced by two factories.

Chair Factory: Components and finished product for approximately 35 different models of office task seating.

Shoe Factory: Shoes in standard width (E), wide width (EE), and extra wide width (EEE), ranging in sizes from 2 through 18. Flags include American, Missouri State, POW/MIA, Honor & Remember, Military, DOC, and MU Tiger, as well as indoor flag poles.

- b. How many (and %) of offenders work for MVE at this site?

Our levels fluctuate as offenders go home, transfer, etc. Our goal is to staff the Chair Factory at 28, we are currently at 26. The Shoe Factory's goal is 5, currently we have 4.

6. Missouri Vocational Enterprises: (continued)

- c. Who are the customers for those products?

Our customer base is primarily tax supported agencies or not for profit organizations. An example of our customers included: State, Court, and Municipal agencies, State employees, Schools, Churches, and other States, etc.

- d. What skills are the offenders gaining to help them when released back to the community?

The offenders that we employee learn skills that can be used when released, such as clerical, sewing, upholstery, assembly, and quality control. However, the more important issue is that they learn the behaviors needed to work a job after release. These would include following safety instructions, being at work on time, taking breaks and returning on the time, being paid for a work, following work instructions, and producing a quality product, etc.

7. Medical Health Services:

- a. Is the facility accredited by the National Commission on Correctional Health Care? YES

- b. How many offenders are seen in chronic care clinics?

936 enrollments in chronic care, approximately 668 individual offenders as most are enrolled in more than one clinic.

- c. What are some examples of common medical conditions seen in the medical unit?

Cardiovascular issues are the number one medical condition, including high blood pressure. Diabetes, pulmonary issues, such as asthma, seizures, and finally the results of altercations between offenders.

- d. What are you doing to provide health education to offenders?

Health Fair provided annually, general health education during sick call; chronic care and infectious disease nurses provide education with visits, medication counseling done by providers and nurses.

- e. Have you had any cases of active Tuberculosis in this facility in the past year? If so, how did you respond? NONE

- f. Is the aging of the population effecting health care in prisons as it is effecting health care every where else? If yes, please explain YES

More co-morbidity, more elderly/weaker patients, multiple issues for same individual. More medications required, more healthcare visits, including outside institutional visits and hospital stays. However, we are also seeing an increase in the handicapped population of younger offenders with more paraplegia, or other special health issues at this camp with our change in January 2014 to a medical level 4.

8. Mental Health Services:

- a. How do offenders go about obtaining mental health treatment services?

Offenders request services with use of a Health Services Request form or by staff referral.

- b. How many successful suicides (and %) occurred here in the past year and what is being done to prevent suicides? 0

Suicide Intervention/Prevention Training is provided to TCC staff alternating years for custody and non-custody. Information is provided to offenders during Health Fairs. At risk offenders are monitored for safety and provided therapy for learning skills to more effectively manage their symptoms of depression.

8. Mental Health Services: (continued)

c. Approximately how many (and %) of the offenders in this institution are taking psychotropic medications? .08%

d. How many offenders in this facility are chronically or seriously mentally ill and what is being done for them?

About 1% of offenders at TCC are seriously mentally ill. Offenders are referred for psychiatric services if they suffer from serious mental illness and receptive to treatment. If they are resistant to services they are referred if their condition deteriorates or safety concerns are present. Offenders are classified as needing a higher level of care and transferred to a facility that can pursue involuntary medication as deemed necessary. Therapy is provided for continued assessment of the offender's needs and to assist the offender with better understanding their needs.

9. What is your greatest challenge in managing this institution?

The greatest challenge I have experienced so far in managing this facility is trying to maintain a safe, secure environment within the institution with a relatively small cadre of Corrections Officers. With such a limited security force, staff absences result in routinely holding staff beyond their shift to ensure adequate coverage of the most critical posts.

10. What is your greatest asset to assist you in managing this institution?

I believe the greatest asset I have in managing the facility is the tremendous reservoir of experience possessed by the staff of Tipton Correctional Center. Most of the employees have been here for a number of years and are very competent in performing their duties. The overall morale of the staff is, in my opinion, slightly better than at most facilities and may account for the lower staff turnover rate. Thus creating relatively high levels of experience among the staff.

11. What is the condition of the facilities' vehicle fleet? (mileage, old vehicles etc?)

LICENSE #	YEAR	VEHICLE	MILEAGE
13-0434	2004	Tahoe	95703
13-0435	2008	Ford Van	46273
13-0436	2010	Crown Vic	62042
13-0438	1996	Maint Vehicle	14057
13-0442	2008	Ford Van	43268
13-0443	1995	Back up Vehicle Patrol	152455
13-0444	1995	Maint Vehicle	63047
13-0445	2006	Crown Vic	120874
13-0446	2007	Crown Vic	121662
13-0455	1996	Maint Vehicle	51219
13-0452	2007	Ford Van	44049
13-0454	2007	Vehicle Patrol	121801
13-0456	2007	Crown Vic	114112
13-449	1998	Handicap Van	92568
13-0448	1997	Maint Vehicle	9751
13-0703	2014	Ford Van	2902
13-0907	1989	Trash Truck	37111
32-0295	2008	Chevy Van	103683
32-0224	2008	Impala	126407
32-0262	2008	Chevy Van	81944

12. Assess the morale of your custody staff; high, medium, or low and please provide detailed explanation. **(Please have the Major answer)**

Morale among custody and all other staff is rated as fair considering the minimal staffing levels and lack of within grade raises.

13. Case Managers:

- | | |
|---|----|
| A. How many case managers are assigned to this institution? | 19 |
| B. Do you currently have any case manager vacancies? | NO |
| C. Do the case managers accumulate comp-time? | NO |
| D. Do the case managers at this institution work alternative schedules? | |

YES to accommodate programming.

E. How do inmates gain access to meet with case managers?

Through scheduled and unscheduled meetings.

- | | |
|--|--------------------------------|
| F. Average caseload size per case manager? | 100 offenders per Case Manager |
| • # of disciplinary hearings per month? | 18 per Case Manager |
| • # of IRR's and grievances per month? | 6 per Case Manager |
| • # of transfers written per month? | 3 per Case Manager |
| • # of re-classification analysis (RCA's) per month? | 35 average |

G. Are there any services that you believe case managers should be providing, but are not providing? NO

H. If so, what are the barriers that prevent case managers from delivering these services? N/A

I. What type of inmate programs/classes are the case managers at this institution involved in?

Classification staff facilitates Impact of Crime on Victims class, Pathways to Change, Inside/Out Dads, Anger Management, Employability Skills/Life Skills, Restorative Justice Projects, and attend community meetings involving offender reentry. One of the two Restorative Justice projects is an in-house project creating coloring books, which involves issuing and tracking materials by the Classification staff. TCC's Puppies for Parole program is monitored by a Case Manager as well.

J. What other duties are assigned to case managers at this institution?

Offender job and housing assignment, process offender grievances, offender disciplinary hearings, offender reclassification, general counseling, process institutional transfers, offender release preparations, process offender requests to withdraw funds, visiting applications, and property issues. Case Manager staff also perform Transitional Accountability Plans and Prison Rape Elimination Act related requirements.

14. Institutional Probation and Parole Officers:

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|--|---------------------------|
| A. How many parole officers are assigned to this institution? | 5 |
| B. Do you currently have any staff shortages? | NO |
| C. Do the parole officers accumulate comp-time? | Only minimal accumulation |
| D. Do the parole officers at this institution flex their time, work alternative schedules? | |

1 Parole Officer works an alternative schedule to accommodate late open door hours for work release offenders. The rest work traditional schedules.

14. **Institutional Probation and Parole Officers: (continued)**

E. How do inmates gain access to meet with parole officers?

All IPO's have set open door hours when offenders can ask questions.

F. Average caseload size per parole officer?	Approximately	300
• # of pre-parole hearing reports per month?	Approximately	50
• # of community placement reports per month?	Approximately	15
• # of investigation requests per month?	Approximately	60

One parole officer does not have a caseload assigned. Her primary job duty is completing pre-hearing reports.

G. Are there any services that you believe parole officers should be providing, but are not providing? NO

H. If so, what are the barriers that prevent officers from delivering these services?

I. What type of inmate programs/classes are the parole officers at this institution involved in? NONE

15. Please list any other issues you wish to discuss or bring to the attention of the members of the Joint Committee on Corrections. NONE

16. Does your institution have saturation housing? If so, how many beds? YES-96 Beds

17. **Radio/Battery Needs:**

a. What is the number of radios in working condition?	254
b. Do you have an adequate supply of batteries with a good life expectancy?	YES
c. Are the conditioners/rechargers in good working order?	YES